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APOLLO PROGRAM DIRECTIVE NO. 15A

TO : DISTRIBUTION

FROM:

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SUBJECT : Reporting on Flight Readiness Review (FRR) Open Actions and Open Work Resulting From and Developing Subsequent to the FRR

OFFICE OF PRIME RESPONSIBILITY: Apollo Test (Code MAT)

REFERENCE: Apollo Program Directive No. 8, "Apollo Flight Readiness Review, Part I"

I. PURPOSE

This Directive defines the reporting procedure on FRR open actions and open work resulting from and developing subsequent to the FRR.

II. SCOPE

The procedures defined herein apply to all Apollo missions and cover the period between the FRR and launch.

III. REPORTING REQUIREMENTS

A. KSC, MSFC, and MSC Daily TWX Reports to the Apollo Program Director on Closeout of Open Actions

It is the responsibility of the Apollo Program Managers to report by daily TWX the closeout of open actions designated at the time of the FRR by the Program Director and open actions designated subsequent to the FRR by the Program Managers.

1. Open actions designated at the time of the FRR will be identified by the numbers assigned to them at the FRR. Such actions will have been numbered sequentially by Mission Number-Center letter-Center sequence number. (For example, 6-K-1 for the first KSC Apollo 6 open action, 6-H-1 for the first MSFC (Huntsville) action and 6-T-1 for the first MSC (Texas) action.) Open actions involving two Centers will have been assigned two numbers, one for each Center.
2. Open actions designated subsequent to the FRR will be reported only when considered significant. Open actions that can be easily corrected without launch impact and do not violate space vehicle or launch complex configuration integrity need not be reported. Each

new open action considered significant will be given a brief title/description, an estimated completion date, and a number which follows sequentially those assigned at the FRR. (See preceding paragraph for numbering.)

3. Reporting of open actions being rescheduled will include the reason for rescheduling, actions planned for closeout, and the new closeout date.
4. Reporting of open actions closed out will state fully the basis for closeout, that is: actions taken, data obtained, and determinations made.
5. Launch vehicle open actions which entail joint MSFC and KSC responsibilities and spacecraft open actions which entail joint MSC-KSC responsibilities will be reported closed out by MSFC and MSC Program Managers respectively based on coordination with the Program Manager at KSC. Closeout reports on these open actions will indicate the KSC Program Manager's concurrence. Joint action responsibilities which cannot be resolved between Program Managers will be referred to the Program Director for decision.
6. Open actions assigned to GSFC will be reported by the MSC Program Manager.

B. KSC, MSFC, and MSC Weekly TWX Reports to the Apollo Program Director on Status of Open Actions and Open Work

It is the responsibility of the Apollo Program Managers to report by TWX each Thursday (1) the status of open actions and (2) the status or closeout of open work (changes, component qual, waivers, deviations, UCRs, critical spares, etc.) identified at the FRR by the Program Managers and recorded in the FRR Minutes. The reports will meet the following requirements:

1. Open actions will be identified by the numbers assigned to them (see paragraph III. A. 1 and 2 for numbering). Open work will be identified by the numbering established in the FRR Minutes.
2. Reporting of open work closed out will state the basis for closeout if the work is considered to significantly effect configuration integrity.
3. GSFC open actions and open work will be reported by the MSC Program Manager.

C. Information copies of all TWX reports described above will be sent by the issuing Center to the Program Managers at the other Centers.

IV. ACTION

This Directive shall be implemented immediately by the Apollo Program Managers to insure planning for effective reporting on all Apollo missions.

V. CANCELLATION

This directive supercedes APD No. 15 (MA 2200.024) issued January 25, 1966.